

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD MEETING**

**February 25, 2021**

**PRESENT:** Bev Bartlett, Deborah Lundberg, Megan Borchardt, Dennis Rader, Randy Johnson, Eileen Littig, Robert Johnson, Mary Johnson, Mary Derginer, Amy Payne, Pat Lassila, Tom Diedrick

**EXCUSED:**

**ABSENT:**

**ALSO PRESENT:** Devon Christianson, Christel Giesen, Kristin Willems, Tina Brunner, Barb Michaels, John Holzer, Jeremy Slusarek, Robin VanRemortel, Deb Wiesner

The meeting was called to order by Chairperson Johnson at 8:31 a.m.

**PLEDGE OF ALLEGIANCE:**

**INTRODUCTIONS:**

**ADOPTIONS OF AGENDA:**

**APPROVAL OF MINUTES OF REGULAR MEETING OF January 28, 2021:**

Ms. Littig/Ms. Lundberg moved to approve the minutes for the January 28, 2021 Meeting. **MOTION CARRIED with no negative vote.**

**COMMENTS FROM THE PUBLIC:**

**FINANCE REPORT:**

**A. REVIEW AND APPROVAL OF JANUARY 2021 FINANCE REPORT:**

Ms. VanRemortel referred to the January 2021 Financial Highlights and ADRC Summary Report to demonstrate the preliminary expenses and revenues for January.

Ms. Lundberg/Ms. Johnson moved to receive the January 2021 finance report and place on file. **MOTION CARRIED with no negative vote.**

**B. REVIEW OF RESTRICTED DONATIONS:**

Ms. VanRemortel referred to the Donor Directed Donations handout to highlight the donor directed donations and expenses for January 2021.

**DISCUSSION-UNLEARNING RACISM SERIES:**

**A. GREATEST LEARNING:**

Board members and staff broke into small groups to discuss impact of Unlearning Racism Training series by Katie Hamm

**B. HOW CAN THE SERIES WE ARE COMPLETING IMPACT HEALTH EQUITY?**

Additional discussion ensued. Next steps will be for agency staff and board members to develop an action plan to implement positive change.

**DIRECTORS REPORT:**

**A. POLICY REVIEW: COVID STAFF AND VOLUNTEERS:**

Ms. Christianson shared an updated Covid-19 Policy and highlighted proposed verbiage changes to include updates regarding volunteers. Mr. Johnson explained that the policy will continue to evolve and is scheduled to be reviewed again on 6/1/2021.

Ms. Littig/Mr. Diedrick moved to approve the Covid-19 policy as presented. **MOTION CARRIED with no negative vote.**

**B. GRANT OPPORTUNITY-VACCINE:**

Ms. Christianson shared an opportunity for the ADRC to apply for a grant that will assist the ADRC to educate and collaborate to create more access to the Covid-19 vaccine for at-risk, vulnerable populations.

Supervisor Borchardt/Ms. Lundberg moved to approve ADRC application for Covid-19 Vaccine Equity Grant. **MOTION CARRIED with no negative vote.**

**C. AGING PLAN-DEB WIESNER CIRCLES OF INFLUENCE AND FOCUS GROUPS:**

Ms. Christianson provided an update to the board of the planning process and next steps in creating the next 3-year Aging Plan. Ms. Christianson shared a copy of the script and interview questions that the board members are asked to use when interviewing at least 3 people in their circles of influence. Ms. Christianson shared that Ms. Wiesner will be conducting the interview with each board member to begin this process and to help get them acclimated to the questions. Ms. Wiesner referred to the "Circles of Influence" worksheet to help board members in identifying people that could be interviewed. Ms. Wiesner will assist board members with setting up appointments either virtually or over the phone. ADRC will also assist in documenting notes from the interviews. Deadline to complete interviews is April 30, 2021.

**D. PHASE-IN PLAN REVIEW:**

Ms. Littig/Ms. Payne to approve moving to Phase 2 of the Phase-In plan when ADRC leadership feels that a safe environment has been created through staff vaccinations. Staff can meet with customers by appointment both in the office and in their homes as preferred by customer. **MOTION CARRIED with no negative vote.**

**STAFF REPORT: TINA BRUNNER BENEFIT SPECIALIST COORDINATOR:**

Ms. Brunner referred to PowerPoint to discuss 2020 successes and challenges in the Benefit Specialist Unit in 2020 and goals for 2021.

**LEGISLATIVE UPDATES:**

**A. GOVERNOR'S BUDGET-POLICY IMPACT:**

Ms. Christianson provided an update on Governor Ever's proposed budget.

**ANNOUNCEMENTS:**

Ms. Michaels shared that she will be leading a taskforce to create a long-term vision for the Prevention Unit. Ms. Michaels asked if board members would be interested in participating, to please contact her.

Ms. Christianson thanked board members for support to the ADRC/Grounded with the Give Big Green Bay event.

**NEXT MEETING** – ADRC-WebEx. March 25, 2021 at 8:30 AM.

**ADJOURN:**

Mr. Rader/Ms. Littig moved to adjourn the meeting. **MOTION CARRIED with no negative vote.**

The meeting adjourned at 10:34 a.m.

Respectfully Submitted,  
Kristin Willems,  
Administrative Services Coordinator